

Museum Store

DESCRIPTION OF MAJOR SERVICES

The Museum Store operates as an enterprise fund under the management of the San Bernardino County Museum. The Store is considered a critical part of the visitor experience and provides many museum related items for sale including books and publications, educational toys, thematic novelty items for exhibitions, jewelry, minerals, and souvenirs. The store supports Museum operations and makes an annual financial contribution to the Museum.

During 2003-04, the Board of Supervisors approved the concept of a food service program at the Museum to enhance customer service and satisfaction. As a result, the Garden Café was opened to offer sandwiches, salads, snack products, fresh fruit, pastries, and bottled beverages for Museum visitors.

BUDGET AND WORKLOAD HISTORY

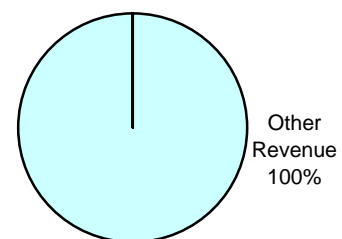
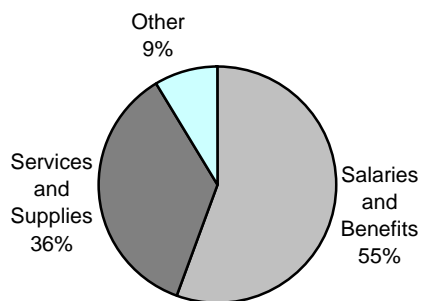
	Actual 2002-03	Budget 2003-04	Actual 2003-04	Final 2004-05
Total Requirements	179,220	147,448	172,143	165,541
Departmental Revenue	174,800	148,400	179,163	169,650
Revenue Over/(Under) Expense	(4,420)	952	7,020	4,109
Budgeted Staffing		2.1		2.2
Fixed Assets	-	-	16,543	-
Unrestricted Net Assets Available at Year End	4,988		7,670	

Workload Indicators

Purchases for Resale	72,330	46,380	59,193	55,000
Taxable Sales	174,800	148,400	155,108	169,650

In 2003-04 actual expenses and revenues exceeded budget due to the Museum's Garden Café, which commenced with operations during the year.

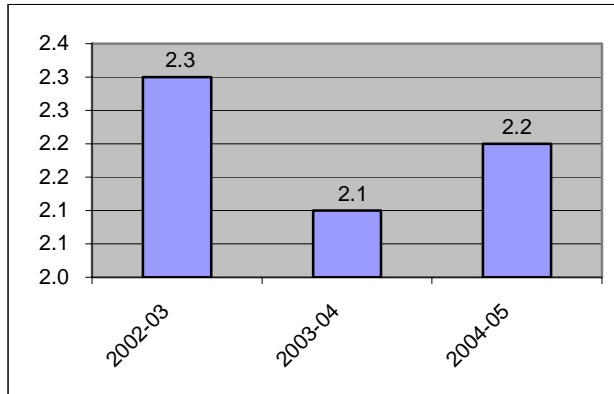
2004-05 BREAKDOWN BY EXPENDITURE AUTHORITY 2004-05 BREAKDOWN BY FINANCING SOURCE



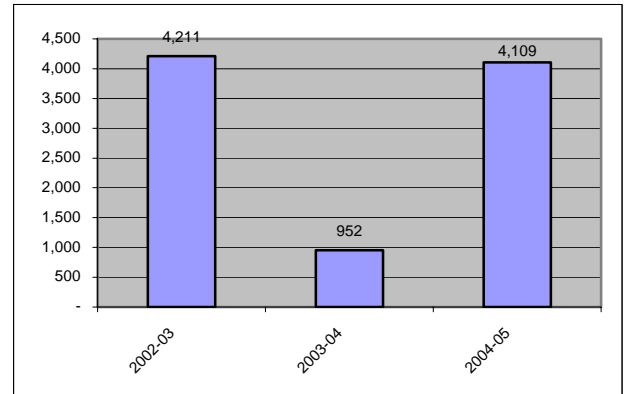
NOTE: This budget is expected to increase unrestricted net assets by \$4,109.



2004-05 STAFFING TREND CHART



2004-05 REVENUE OVER/(UNDER) TREND CHART



GROUP: Econ Dev/Public Svc
DEPARTMENT: County Museum
FUND: Museum Store

BUDGET UNIT: EMM CCR
FUNCTION: Cultural Services
ACTIVITY: Museums

	2003-04 Actuals	2003-04 Approved Budget	2004-05 Board Approved Base Budget	2004-05 Board Approved Changes to Base Budget	2004-05 Final Budget
Appropriation					
Salaries and Benefits	93,453	85,670	90,789	1,131	91,920
Services and Supplies	67,292	46,380	46,380	12,843	59,223
Transfers	398	398	398	-	398
Total Appropriation	161,143	132,448	137,567	13,974	151,541
Operating Transfers Out	11,000	15,000	15,000	(1,000)	14,000
Total Requirements	172,143	147,448	152,567	12,974	165,541
Departmental Revenue					
Other Revenue	176,163	148,400	153,519	16,131	169,650
Operating Transfers In	3,000	-	-	-	-
Total Financing Sources	179,163	148,400	153,519	16,131	169,650
Revenue Over/(Under) Exp	7,020	952	952	3,157	4,109
Budgeted Staffing		2.1	2.1	0.1	2.2
Fixed Assets					
Equipment	16,543	-	-	-	-
Total Fixed Assets	16,543	-	-	-	-

DEPARTMENT: County Museum
FUND: Museum Store
BUDGET UNIT: EMM CCR

SCHEDULE A

MAJOR CHANGES TO THE BUDGET

	Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
2003-04 FINAL BUDGET	2.1	147,448	148,400	952
Cost to Maintain Current Program Services				
Salaries and Benefits Adjustments	-	5,119	5,119	-
Internal Service Fund Adjustments	-	-	-	-
Prop 172	-	-	-	-
Other Required Adjustments	-	-	-	-
Subtotal	-	5,119	5,119	-
Board Approved Adjustments During 2003-04				
30% Spend Down Plan	-	-	-	-
Mid-Year Board Items	-	-	-	-
Subtotal	-	-	-	-
Impacts Due to State Budget Cuts	-	-	-	-
TOTAL BOARD APPROVED BASE BUDGET	2.1	152,567	153,519	952
Board Approved Changes to Base Budget	0.1	12,974	16,131	3,157
TOTAL 2004-05 FINAL BUDGET	2.2	165,541	169,650	4,109



DEPARTMENT: County Museum
 FUND: Museum Store
 BUDGET UNIT: EMM CCR

SCHEDULE B

BOARD APPROVED CHANGES TO BASE BUDGET

Brief Description of Board Approved Changes		Budgeted Staffing	Appropriation	Departmental Revenue	Revenue Over/ (Under) Exp
1.	Salaries and Benefits Increase of 0.1 Public Service Employee to assist with operation of the Museum Café.	0.1	1,131	-	(1,131)
2.	Services and Supplies Increase in purchases for resale and food items for the café.	-	12,843	-	(12,843)
3.	Operating Transfers Out \$4,000 decrease in contribution to the County Museum (General Fund), partially offset by a \$3,000 increase to the Museum's Special Revenue Fund.	-	(1,000)	-	1,000
4.	Sales Revenue Increase in sales revenue based on anticipated attendance at the Museum for FY 2004/05.	-	-	16,131	16,131
Total		0.1	12,974	16,131	3,157

